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Attorney Supervisors' Seminar  
March 19-21, 2002  
Columbia, South Carolina

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Agenda

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Tuesday, March 19, 2002

8:30 - 8:45 A.m.	Administrative Announcements and Opening Remarks
8:45 - 9:15 A.m.	Introduction to the Seminar and Seminar Participants
9:15 - 9:45 A.m.	The Job of Attorney Supervisors
9:45 - 10:00 A.m.	Break
11:00 - 11:45 A.m.	From Attorney to Attorney Supervisor: Problems in Transition
11:45 - 1:00 P.m.	Lunch
1:00 - 1:30 P.m.	Assessing the Effectiveness of Attorney Supervisors
1:30 - 3:00 P.m.	Motivations to Practice Law and to Supervise
3:00 - 3:15 P.m.	Break
3:15 - 4:45 P.m.	Choosing a Leadership Pattern
4:45 P.m.	Recess
5:30 - 6:30 P.m.	Reception

Wednesday, March 20, 2002

8:30 - 9:30 A.m.	Controlling the Work of the Office
9:30 - 10:00 A.m.	Motivation: What it Is and How to Get it
10:00 - 10:15 A.m.	Break
10:15 - 11:15 A.m.	Motivation: What it Is and How to Get it (Continued)
11:15 - 11:45 A.m.	Case Studies in Motivation
11:45 - 1:15 P.m.	Lunch
1:15 - 2:30 P.m.	Case Studies in Motivation (Continued)
2:30 - 3:15 P.m.	The X-y Management Simulation
3:15 - 3:30 P.m.	Break
3:30 - 4:30 P.m.	Giving Assignments and Constructive Criticism
4:30 - 4:40 P.m.	Break
4:40 - 5:00 P.m.	Giving Assignments and Constructive Criticism (Continued)
5:00 P.m.	Recess

Thursday, March 21, 2002

8:00 - 9:30 A.m.	Personality, Decision Making and Leadership
9:30 - 9:45 A.m.	Break
9:45 - 10:45 A.m.	Problems in Performance Appraisal and Case/work Planning and Progress Reviews
10:45 - 11:20 A.m.	Putting Management Practices to Work Back Home
11:20 - 11:30 P.m.	Concluding Comments and Course Evaluation

11:30 P.m.

Cle/evaluations and Adjournment